2012-13 Accountability Attendance Appeals Directions

Attendance Overview

Due to the conversion from Adequate Yearly Progress (AYP) Report Cards to Accountability Scorecards, attendance rates will be made available earlier than normal. The Bureau of Assessment and Accountability (BAA) is anticipating a challenging accountability season with school and district personnel familiarizing themselves with the new accountability systems. Due to these factors, the opportunity to review and appeal attendance rates will take place earlier in the accountability cycle than has occurred in prior years.

The 2011-2012 school year attendance rates (which will be used on the 2012-13 Michigan School Accountability Scorecards) will be available for district/school review January 28 – February 1, 2013. Authorized users of the Michigan School Report Card application (www.mi.gov/schoolreportcard) will be able to log in during the window to review the 2011-12 attendance rates. Only attendance appeals can be submitted during this window; no other appeal type will be processed at this time. Additionally, this will be the *only* opportunity to appeal attendance rates; attendance appeals will not be accepted after preliminary scorecards are released this summer.

Several things remain the same with accountability attendance requirements:

- Only schools and districts that do not receive graduation rates will have attendance rates. Schools and districts that graduate students will not have attendance rates.

- The attendance rate requirement remains at 90%.

- Attendance improvement is used if a school/district does not meet the 90% requirement. The improvement target is a 10% improvement over the previous year's rate.
  (Previous Year's Attendance x 0.1) + Previous Year's Attendance = Improvement Target

The Michigan School Accountability Scorecards will handle attendance somewhat differently than the previous Michigan School Report Cards:

- Subgroup attendance rates are no longer used for accountability purposes. A school/district will only receive an overall building/district rate.

- The new scorecards use a points/colors-based system. Schools/districts receive points for proficiency, compliance factors, educator evaluations, and attendance OR graduation. The attendance component of the scorecard is worth up to two points. A school/district meeting the attendance requirement through the improvement target will earn one point. Please see the following presentation for more information on points and colors: http://www.michigan.gov/documents/mde/Accountability_Scorecard_401622_7.ppt

- Schools/districts will not earn higher than a yellow overall scorecard color if they earn red for the attendance component.

Attendance appeals will be accessible at www.mi.gov/schoolreportcard to authorized users.

- If you are not currently an authorized user for your school/district you may submit the form found at https://baa.state.mi.us/ayp/Docs/SecurityAgreement.pdf to our office to request access to the school report card system.

- If you are a currently authorized individual having trouble with your login username or password, you can follow the steps to reset it at https://cepi.state.mi.us/MEIS/login.aspx. Please note that you will need a *valid* set of security questions and answers to be able to reset your password.

How to view attendance figures in the Michigan School Report Cards

1. Authorized report card users can log in to the report cards here: https://baa.state.mi.us/ayp/login.asp.

2. After logging in and selecting your district, click on the link near the bottom of the page that reads "You can go directly to the [Your District Name] listing".

3. On the next screen you will see up to four links. Two links will take you to the 2011-12 AYP report cards, and the other two links will take you to district or school attendance information. Most districts will only have a link to school attendance because the district grants diplomas and will receive a graduation rate in lieu of an attendance rate.

2012 District Information

The federal No Child Left Behind Act requires that Adequate Yearly Progress (AYP) be calculated for all public schools and for each school district. The school district must attain the target achievement goal in reading and mathematics or meet the achievement improvement target ("Safe Harbor"). A school district must also test at least 95% of its students enrolled for the school as a whole and for each required student group. In addition, the district must meet or exceed the other academic indicators set by the state: graduation rate for the high school level or attendance rate if a district does not graduate students. These achievement goals must be reached for each valid subgroup. The subgroup size is the same for the school and for the school district. It is possible for a district to not make AYP even though all of its schools make AYP, because there may be student subgroups measured at the district level that are not measured at the building level.

Click here to access the District Report Cards.
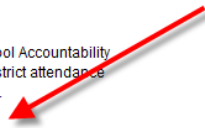
2012 School Information

The Report Card for each school indicates whether the school meets the federal requirements for Adequate Yearly Progress (AYP) and the school's accreditation status under the Revised School Code.

Click here to access the Report Cards for each individual school in the district.

2013 School Attendance Information

The attendance information available below will be used on the 2012-13 Michigan School Accountability Scorecards. The attendance requirement is 90% for the building/district as a whole. District attendance rates are only used in lieu of graduation rates for districts that do not graduate students.

Click here to view the attendance information for each individual school in the district.

4. To view each school's attendance rates, click on the link shown at the bottom of the 2013 School Attendance Information section (see screenshot above)

5. The next screen will show each school in the district with the corresponding attendance rate and whether or not the school will meet the attendance requirement for the 2012-13 scorecard. Schools that meet the 90% requirement will have a "Yes" in the Met Attendance Objective column. Schools that do not meet the 90% requirement will have a "No" or "Improvement" link listed in the Met Attendance Objective column. Schools with dashes will not have an attendance component on their 2012-13 scorecard.

% Attendance 2012-13	Met Attendance Objective (90%)
94%	Yes
86.4%	No
87.9%	No
83.9%	No
95.7%	Yes
83.7%	Improvement
92.4%	Yes
86.8%	No
86.4%	No
-	-
84.4%	No
86.2%	No

6. If your district has a school with a "No" link, clicking on it will take you to a detailed screen showing the last two years of attendance data, the % change between the two rates, the improvement target, and whether or not the school met the improvement target. Schools not meeting the attendance target or the attendance improvement target will receive 0 points for attendance on the 2012-13 scorecard and no higher than a yellow overall scorecard color.

% Attendance 2012-13	% Attendance 2011-12	% Attendance Change for 2011-12 to 2012-13	Attendance Improvement Target	Met Attendance Improvement
86.4%	80.9%	5.5%	8.09%	No

7. If your district has a school with an "Improvement " link, clicking on it will take you to a detailed screen showing the last two years of attendance data, the % change between the two rates, the improvement target, and whether or not the school met the improvement target. Schools meeting the attendance improvement target will get 1 point for attendance on the 2012-13 score card.

% Attendance 2012-13	% Attendance 2011-12	% Attendance Change for 2011-12 to 2012-13	Attendance Improvement Target	Met Attendance Improvement
83.7%	65.3%	18.4%	6.53%	Yes

8. For districts with district-level attendance, click on the link in the district attendance section (mentioned in step 3), then follow the rest of the steps.

How to appeal attendance figures in the Michigan School Report Cards

Schools/districts meeting the attendance requirement of 90% will receive 2 points and a green attendance component on the 2012-13 Scorecard.

Schools/districts meeting the attendance improvement target will receive 1 point and a yellow attendance component on the 2012-13 Scorecard.

Schools/districts not meeting the overall attendance requirement nor the attendance improvement target will receive 0 points, a red attendance component, and no higher than an overall yellow on the 2012-13 Scorecard.

Please note the attendance rates used on the 2012-13 Scorecards are taken from data submitted by districts in the June 2012 Michigan Student Data System (MSDS) End of Year collection. To appeal these data follow these steps:

1. While logged into the report card, click the "Request Appeal" link located at the bottom of the menu on the left side of the page.

2. Verify your name, contact information, and district are correct on the appeals form. Select the school for which you'd like to request an appeal and choose "Attendance" in the Category drop-down menu. Enter any text you'd like in the message box. Please note that if your email address is not correct, you may not receive important correspondence regarding your appeal.

3. Do *not* attach files in your initial appeal request.

4. Click "Send Message".

5. BAA staff will review the request and where appropriate will create and send a student-level attendance file for you to correct and return. No other files will be accepted or considered for attendance appeals other than the student-level file created by BAA and corrected by the district.